



Natural Resources Conservation Service
375 Jackson Street, Suite 600
St. Paul, MN 55101-1854

*Helping People
Help the Land*

Phone: (651) 602-7900
FAX: (651) 602-7914

Transmitted via email

April 10, 2006

MINNESOTA BULLETIN NO. 300-6-26

SUBJECT: LTP – REVIEW OF SWCA AND WHIP PROGRAM CONTRACTS

Purpose. To provide guidance on the review of FY 2001 SWCA and WHIP contracts

Expiration Date. September 30, 2006.

The National Headquarters distributed National Bulletins 440-6-3 and 440-6-6 regarding the action required to complete, cancel or terminate FY 2001 SWCA and WHIP contracts. The National Bulletins are located at the following links:

For SWCA - http://policy.nrcs.usda.gov/scripts/lpsiis.dll/NB/NB_440_6_3.htm

For WHIP - http://policy.nrcs.usda.gov/scripts/lpsiis.dll/NB/NB_440_6_6.htm

Each FY 2001 SWCA and WHIP contract with unobligated dollars must be reviewed and a letter sent to producers providing the opportunity to modify or cancel their contract. Under separate cover, Leah Duzy and Mark Oja will be sending out the initial letter, as referenced in the National Bulletins, for SWCA and WHIP, respectively. The letter will include a cancellation worksheet that needs to be completed by both the Field Office and the producer. The letter must be sent to the producer no later than May 1, 2006. If the producer chooses to cancel the contract, s/he should return the cancellation worksheet to the Field Office. After being reviewed and signed by the Designated Conservationist, send the cancellation worksheet to the Area Office for review and signature by the ASTC (FO). The Area Office should forward the cancellation worksheet to the State Office.

Upon review, if all contract items have been applied and the contract is complete, please send an email to Leah Duzy, leah.duzy@mn.usda.gov, for SWCA or Mark Oja, mark.oja@mn.usda.gov, for WHIP identifying that the contract is complete and the date of completion.

The deadline for producers to respond to the initial letter is July 1, 2006. If producers have not contacted the Field Office to either modify their contract or return the cancellation worksheet, their contracts will be terminated by the State Office and producers will receive a termination letter.

Questions should be directed to your ASTC (FO) or, from the area level, to Tim Koehler, Assistant State Conservationist.

/s/

WILLIAM HUNT
State Conservationist

DIST: ASTC (FO)